



Automated NCP Pilot Briefing for CMSG, March 7, 2000

ACM-20

Background

- Engineering Document Management System (EDMS) contract awarded by ANS-100 February 11, 2000
- EDMS consists of three products
 - Cimage (version control/vault manager) (COTS)
 - Staffware (workflow) (COTS)
 - Oracle (database) (FAA)
- The EDMS integration contractor is Galaxy Scientific, Corp.

EDMS Partners

- As defined in the “EDMS Implementation Strategy & Evaluation Plan”
 - ANS
 - CAEG
 - Correspondence Management
 - ANI
 - EC (Engineering Center)
 - ICs (Implementation Centers)
 - ACM
 - NCP process
 - NAS requirements relationships trace
 - AML
 - Logistics
 - Configuration Management

EDMS Pilot Sites

Site 1: ANS-100 CAEG room

Site 2: ANI-5 Engineering Center

Site 3: ANI-400 Implementation
Center (Great Lakes Region)

Site 4: AML-30 Logistics Center

Customization Steps for each Pilot Site

- Site Surveys
- Functional Requirements Study
- Functional Requirements Specification
- Application Study
- Application Build
- Installation
- Application Testing
- Training

Pilot Site Implementation



Automated NCP Pilot Goals

- Capture and Refine the FAA CaseFile/NCP process
- Prove the concept of a paperless review of NCPs
- Refine life-cycle cost estimate for FY2002 budget
- Plan FAA wide implementation

NCP Pilot Steps

- Capture the CaseFile/NCP Process in EDMS
- Define Application Users
 - EDMS Administration
 - CM and process Administrators
 - NCP pre-screeners and Must Evaluators
- Install the EDMS Application(s)
 - Train the Users
 - Form a CM Users Group
- Conduct the NCP Pilot
- Replicate the EDMS application across the FAA
- Migrate from DOCCON

Capture the CaseFile/NCP Process in EDMS

- The initial NCP process documentation has been accomplished
 - Draft created by CM staff in ACM-20
 - Refined by a working group at the 1999 CM conference
 - Discussed by follow-on teleconferences
- Work with EDMS contractor to build the Site 2 EDMS application (Requirements through Application Build)
 - Design the database tables for CM data (Master Configuration Index)
 - Design the user input interface for CaseFiles/NCP
 - Build the Workflow for the NCP process

Levels of CM Users

- EDMS Administration for Site 2 (EC)
 - Provided by ANI-5/ ACM-20
- CM and process Administrators (CM staff)
 - EDMS Managers for CM - responsibilities include maintaining CM databases, CM user names, NCP process workflow, system settings and configuration.
 - ACM & ACM/SETA
 - Configuration Managers/NCP Coordinators - responsibilities include maintaining ME lists, tracking NCP progress, administering CCBs, status accounting reporting, etc.
 - IPT Configuration Managers & contract support
 - Configuration Managers: ACT, AML, ANS, AOS, Regional, and ASD
 - ACM NCP Change Control Support (training & process support)

Levels of CM Users (cont.)

- NCP pre-screeners and Must Evaluators (Project Engineers)
 - Pre-screeners/Must Evaluators - responsibilities include using EDMS to access NCPs, to review NCPs, and to provide responses to NCPs.
 - IPT Engineers & Project Managers
 - ACT Engineers
 - ANS Engineers
 - AOS Engineers
 - ASD Engineers
 - Regional Managers and Engineers
 - SMO Managers and Engineers
 - General Users
 - Use of EDMS for CM information, process statistics, general query etc.

Next Steps:

Bring the NCP Pilot participants on board

- Discuss the NCP pilot and EDMS at the Configuration Manager and NCP Coordinator level
 - Obtain user names
 - Schedule Demonstrations
- Brief the managers of the NCP Pilot organizations
 - Schedule Demonstrations
- Develop MOAs with the NCP Pilot organizations
- Work with EDMS contractor to build Site 2 application
- Conduct NCP Pilot